

**PRINCE WILLIAM COUNTY
LOCAL HUMAN RIGHTS COMMITTEE
MINUTES**

**May 2, 2012
3:00 P.M.**

Committee Members Present: Debbie Mahaffee, Robbie Kelly
Pam Horak, Carol Stair, Ann Pascoe

Committee Members Absent: Linda Beard

CSB Staff: Cora Swett

Regional Human Rights Advocate – Deb Lochart, Kevin Paluszak

LHRC Affiliates Present:

Community Concept – Kimberly Johnson, Jennifer Herbert

MVLE – Cheryl Simpkins

ARC/INSIGHT – Gina Burdick

Estelle Place – Brenda Jenkins, Deborah Roundtree

Destiny Place, LLC – Chantay Anderson, LaBrenda Haynes

COMPASS Counseling Services – Chris Ruhlen

Lifting As We Climb – Hamotya Moore

Family Insight, Inc. – Terry Hoban

FOCUS – Dorothy Gordon

Youth For Tomorrow – Terry Tinsley, Roheem Turane

Volunteers of America – Carrie Cortez, Melanie Weaver

Behavior Consultants:

Alternative Path Training School – Cinny Bodnar

GUEST: Myra Wilson

The regular scheduled meeting of the Prince William Local Human Rights Committee was convened on May 2, 2012 at 3:10 p.m. in the Conference Room, Prince William Club, 8521 Phoenix Drive, Manassas, Virginia.

DISCUSSION REGARDING LHRC REVIEW OF BEHAVIOR PLANS

There was discussion regarding the role of the BMC and the Local Human Rights Committee (LHRC) in the review of restrictive behavior plans. When the BMC has concern with the review process, the proper form of communication would be to speak with the Human Rights Regional Advocate who is the technical advisor to the LHRC. Kevin Paluszak is the new Human Rights Regional Advocate and will come to the BMC meeting in June.

BY CONSENSUS OF THE COMMITTEE THE FOLLOWING ITEM WAS ADDED TO THE AGENDA:

APPROVED AFFILIATION WITH YOUTH FOR TOMORROW

RESOLUTION 05-02-01

MOTION: Mahaffee

SECOND: Horak

WHEREAS, in order for agencies to become licensed by the Virginia Department of Behavioral Health and Disabilities Services they must affiliate with a Local Human Rights Committee; and

WHEREAS, Youth for Tomorrow is requesting to affiliate with the Prince William Local Human Rights Committee as a part of their licensing process;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the affiliation of Youth for Tomorrow.

Vote:

Ayes—Pascoe, Mahaffee, Horak, Stair, Kelly

Nays—None

Absent During Vote—None

Absent From Meeting—Beard

Note: Staff from Youth For Tomorrow will email their Code of Conduct for the LHRC to review.

APPROVAL OF MINUTES

RESOLUTION 05-02-02

MOTION: Horak

SECOND: Stair

WHEREAS, the Prince William Local Human Rights Committee has reviewed the minutes of April 4, 2012;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the minutes of the April 4, 2012 meeting.

Vote:

Ayes—Horak, Pascoe, Mahaffee, Kelly, Stair

Nays—None

Abstained From Vote -

Absent During Vote—

Absent From Meeting—Beard

**RATIFY THE SUB-COMMITTEE'S ACTIONS FOR THE LHRC
MEETING ON MARCH 7, 2012**

RESOLUTION: 05-02-03

MOTION: Mahaffee

SECOND: Stair

WHEREAS, due to lack of a quorum of the full Committee, a Sub-Committee of the Local Human Rights Committee was obtained for the meeting on March 7, 2012; and

WHEREAS, ratification of the actions of the Sub-Committee on March 7, 2012 is required by a quorum of the full membership of the Prince William Local Human Rights Committee; and

WHEREAS, the following actions were taken by the Sub-Committee on March 7, 2012:

- APPROVED MINUTES OF FEBRUARY 1, 2012
- APPROVED AFFILIATION WITH SUNFLOWER RESIDENCE, INC.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR EDDIE N.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR WILFRED T.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR DEVON C.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR NATHAN J.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR ELTON B.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR ASHLEY C.
- APPROVED NEW MEMBER HANDBOOK FOR THE PRINCE WILLIAM COUNTY COMMUNITY SERVICES VOCATIONAL SERVICES PROGRAM WHICH INCLUDES: PRINCE WILLIAM CLUB, SUPPORTED EMPLOYMENT PROGRAM, AND THE HORTICULTURAL THERAPY PROGRAM
- APPROVED AFFILIATION WITH THE NEW MENTAL HEALTH OUTPATIENT SERVICES FOR ANGELS OF HOPE MENTAL HEALTH CENTER, LLC.

(continued)

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby ratify the actions taken by the Sub-Committee on March 7, 2012, as stated above.

Vote:

Ayes—Mahaffee, Stair, Pascoe, Horak, Kelly

Nays—None

Absent During Vote—None

Absent From Meeting—Beard

RATIFY THE SUB-COMMITTEE'S ACTIONS FOR THE LOCAL HUMAN RIGHTS COMMITTEE MEETING ON APRIL 4, 2012

RESOLUTION: 05-02-04

MOTION: Mahaffee

SECOND: Stair

WHEREAS, due to lack of a quorum of the full Committee, a Sub-Committee of the Local Human Rights Committee was obtained for the meeting on April 4, 2012; and

WHEREAS, ratification of the actions of the Sub-Committee on April 4, 2012 is required by a quorum of the full membership of the Prince William Local Human Rights Committee; and

WHEREAS, the following actions were taken by the Sub-Committee on April 4, 2012:

- APPROVED MINUTES OF MARCH 7, 2012
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR DEANA F.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR CHARLES A.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR JOSH M.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR JULIANO L.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR NATHAN J.

(continued)

- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR ROBBIE K.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR ROBBIE A.
- APPROVED RESTRICTIVE BEHAVIOR PLAN FOR ASHLEY C.

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby ratify the actions taken by the Sub-Committee on April 4, 2012, as stated above.

Vote:

Ayes—Mahaffee, Pascoe, Horak, Kelly, Stair

Nays—None

Absent During Vote—None

Absent From Meeting—Beard

AUTHORIZED CLOSED SESSION

RESOLUTION 05-02-05

MOTION: Horak

SECOND: Mahaffee

WHEREAS, the Prince William County Local Human Rights Committee desires to discuss in Closed Session client related matters; and

WHEREAS, pursuant to VA Code 2.1-344(A) paragraph 15 for the protection of the privacy of individuals and their records in personal matters not related to public business such discussions may occur in Closed Session;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Local Human Rights Committee does hereby authorize discussion of the aforestated matters in Closed Session.

Vote:

Ayes—Mahaffee, Kelly, Horak, Stair, Pascoe

Nays—None

Absent During Vote—None

Absent From Meeting—Beard

CERTIFICATION OF CLOSED SESSION

RESOLUTION 05-02-06

MOTION: Horak

SECOND: Mahaffee

WHEREAS, the Prince William County Local Human Rights Committee has this day adjourned into Closed Session in accordance with a formal vote of the Committee, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information act requires certification that such Closed Session was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED that the Prince William County Local Human Rights Committee does hereby certify that to the best of their knowledge only matters lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed or considered.

Vote:

Ayes—Kelly, Mahaffee, Horak, Stair, Pascoe

Nays—None

Absent During Vote—None

Absent From Meeting—Beard

RESTRICTIVE BEHAVIOR PLAN REVIEWS:

UPDATES ON RESTRICTIVE BEHAVIOR PLAN REVIEWS:

Reviewed data for D.F. from April 4, 2012 meeting.

**APPROVED CONTINUED USE OF RESTRICTIVE BEHAVIOR PLAN
FOR AMIR H.**

RESOLUTION 05-02-07

MOTION: Mahaffee

SECOND: Kelly

WHEREAS, the Restrictive Behavior Plan for Amir H. has been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Amir H. has been presented to the Prince William Local Human Rights Committee for approval;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Amir H.

BE IT FURTHER RESOLVED that the Committee asked that staff follow up regarding the accuracy of data on the 16th because it shows that helmet was on for 4 hours as well as the missing data for January 7.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays—None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

**APPROVED CONTINUED USE OF RESTRICTIVE BEHAVIOR PLAN
FOR MONIQUE A.**

RESOLUTION 05-02-08

MOTION: Mahaffee

SECOND: Stair

WHEREAS, the Restrictive Behavior Plan for Monique A. has been reviewed and approved for use by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Monique A. has been presented to the Prince William Local Human Rights Committee for approval;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Monique A.

FURTHER BE IT RESOLVED that APTS has agreed to retrain staff regarding data collection.

FURTHER BE IT RESOLVED that the Regional Advocate requested that CCI present a Plan for what they will do to ensure accurate data is being collected.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays—None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR CHARLES A.

RESOLUTION 05-02-09

MOTION: Stair

SECOND: Kelly

WHEREAS, the Restrictive Behavior Plan for Charles A. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Charles A. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Charles A.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR RENE D.

RESOLUTION 05-02-10

MOTION: Mahaffee

SECOND: Stair

WHEREAS, the Restrictive Behavior Plan for Rene D. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Rene D. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the continued use of the Restrictive Behavior Plan for Rene D.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR DANIEL L.

RESOLUTION 05-02-11

MOTION: Mahaffee

SECOND: Stair

WHEREAS, the Restrictive Behavior Plan for Daniel L. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Daniel L. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Daniel L.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR DAVID H.

RESOLUTION 05-02-12

MOTION: Mahaffee

SECOND: Kelly

WHEREAS, the Restrictive Behavior Plan for David H. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for David H. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for David H.

Vote:

Ayes—Mahaffee, Horak, Stair, Pascoe, Kelly

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR CRISTOBOL G.

RESOLUTION 05-02-13

MOTION: Stair

SECOND: Kelly

WHEREAS, the Restrictive Behavior Plan for Cristobol G. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Cristobol G. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Cristobol G.

FURTHER BE IT RESOLVD that the Committee does hereby recommend that attempted elopement should be documented and clarification should be given to staff for this expectation.

FURTHER BE IT RESOLVED that the Committee asked for clarification for whether or not toileting problems at the Day Program is behavioral and if so it should be tracked.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR JUSTIN W.

RESOLUTION 05-02-14

MOTION: Mahaffee

SECOND: Stair

WHEREAS, the Restrictive Behavior Plan for Justin W. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Justin W. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Justin W.

FURTHER BE IT RESOLVED that the Committee recommends that on Page 12 of the plan, “1:1 supervision as approved by his funding” be clarified as well as “receive hourly checks”.

FURTHER BE IT RESOLVED that the Regional Advocate requested that a plan for how staff will ensure documentation is correct should be provided to the Committee.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR KATHERINE H.

RESOLUTION 05-02-15

MOTION: Mahaffee

SECOND: Kelly

WHEREAS, the Restrictive Behavior Plan for Katherine H. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Katherine H. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Katherine H.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

APPROVED THE RESTRICTIVE BEHAVIOR PLAN FOR CHRIS M.

RESOLUTION 05-02-16

MOTION: Stair

SECOND: Kelly

WHEREAS, the Restrictive Behavior Plan for Chris M. has been reviewed and approved by the Behavior Management Committee of the Prince William County Community Services; and

WHEREAS, the Restrictive Behavior Plan for Chris M. has been reviewed by the Prince William Local Human Rights Committee;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Local Human Rights Committee does hereby approve the Restrictive Behavior Plan for Chris M.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays--None

Abstained--None

Absent During Vote—None

Absent From Meeting --Beard

ANNUAL PROGRAM REVIEW:

Family Outreach Community Uniform Services Group Solution (FOCUS)

Dorothy Gordon presented the annual report for FOCUS.

Family Insight, Inc.

Terry Hoban presented the annual report for Family Insight, Inc.

COMPASS Counseling Services of NOVA

Chris Ruhlen presented the annual report for COMPASS Counseling Services. The report was on the wrong form. He will correct and email to the Liaison for the LHRC.

Lifting As We Climb

Mr. Moore presented the annual report for Lifting As We Climb.

APPOINTMENT OF NOMINATING COMMITTEE FOR ELECTION OF OFFICERS FOR NEXT YEAR

The Chair of the Committee appointed the following individuals to serve as the Nominating Committee for this year:

Pam Horak
Deb Mahaffee
Robbie Kelly

The slate of officers will be presented at the June 6 meeting and nominations from the floor will be received at that time.

ANNUAL AFFILIATES MEETING SCHEDULED FOR JUNE 6

Plans were discussed for the annual affiliates meeting which will be held on June 6, 2012. This is a mandatory meeting at which time the affiliates will bring the signed Cooperative Agreement along with their \$400 reimbursement made out to the Prince William County Finance Director. This meeting is mandatory and all affiliates are asked to send a representative.

HUMAN RIGHTS ADVOCATE REPORT

Deb Lochart informed the Committee that she had taken a newly created position with the Department which is a Human Rights Advocate focusing on the ID population, basically doing what she does now but focusing on the ID population. Her duties will cover all of Virginia. She will still be in this region much of the time. Kevin Paluszka was introduced as Deb's replacement as the Northern Virginia Regional Advocate.

OTHER BUSINESS:

None.

ADJOURNMENT

RESOLUTION 05-02-17

MOTION: Horak

SECOND: Mahaffee

There being no further business to discuss, the May 2, 2012 meeting of the Local Human Rights Committee was adjourned at 6:50 p.m.

Vote:

Ayes—Mahaffee, Horak, Kelly, Stair, Pascoe

Nays—None

Absent During Vote—None

Absent From Meeting—Beard
